

# Audit or Review - Testing Workpaper Report

**Client Name:** E&M Technologies  
**Audit No:** E&M25-1 - PCAOB Audits

<b>Workpaper Name:</b>	Risk Assessment Summary sheet
<b>Created By and Date:</b>	Partner1, 25/12/2025
<b>Workpaper No:</b>	E&M25-1/WP006
<b>Reviewed By and Date:</b>	EQReviewer1, 25/12/2025
<b>Type of Test:</b>	Substantive Testing
<b>Status:</b>	WIP
<b>Exceeded Materiality:</b>	NA
<b>Auditor Hours Spent:</b>	2
<b>Notes/Steps:</b>	Risk Inquiry forms are prepared for Board of Directors, Management and Employees and shared with the Client.
<b>Deviations/Exceptions Noted:</b>	Risk Inquiry forms are prepared for Board of Directors, Management and Employees and shared with the Client.
<b>Critical Audit Matter(CAM):</b>	Risk Inquiry forms are prepared for Board of Directors, Management and Employees and shared with the Client.
<b>Conclusion:</b>	Risk Inquiry forms are prepared for Board of Directors, Management and Employees and shared with the Client.
<b>Attachments:</b>	1
<b>Workpaper Name:</b>	Related Party Worksheet
<b>Created By and Date:</b>	Partner1, 25/12/2025
<b>Workpaper No:</b>	E&M25-1/WP005
<b>Reviewed By and Date:</b>	EQReviewer1, 25/12/2025
<b>Type of Test:</b>	Examination, Substantive Testing
<b>Status:</b>	WIP
<b>Exceeded Materiality:</b>	NA
<b>Auditor Hours Spent:</b>	2
<b>Notes/Steps:</b>	Details collected and verified
<b>Deviations/Exceptions Noted:</b>	Details collected and verified
<b>Critical Audit Matter(CAM):</b>	None
<b>Conclusion:</b>	Details collected and verified
<b>Attachments:</b>	1
<b>Workpaper Name:</b>	Loan and Bank
<b>Created By and Date:</b>	Partner1, 25/12/2025
<b>Workpaper No:</b>	E&M25-1/WP004
<b>Reviewed By and Date:</b>	EQReviewer1, 25/12/2025
<b>Type of Test:</b>	Observation
<b>Status:</b>	WIP
<b>Exceeded Materiality:</b>	NA
<b>Auditor Hours Spent:</b>	3
<b>Notes/Steps:</b>	Verified trace between lockbox to loan account to Master Verified trace between Master to A/P & Payroll

<b>Notes/Steps:</b>	No unusual or significant transactions noted at the end of the year Verified FY reconciliation between G/L to bank statements: noted no exceptions
<b>Deviations/Exceptions Noted:</b>	Verified trace between lockbox to loan account to Master Verified trace between Master to A/P & Payroll No unusual or significant transactions noted at the end of the year Verified FY reconciliation between G/L to bank statements: noted no exceptions
<b>Critical Audit Matter(CAM):</b>	Verified trace between lockbox to loan account to Master Verified trace between Master to A/P & Payroll No unusual or significant transactions noted at the end of the year Verified FY reconciliation between G/L to bank statements: noted no exceptions
<b>Conclusion:</b>	Verified trace between lockbox to loan account to Master Verified trace between Master to A/P & Payroll No unusual or significant transactions noted at the end of the year Verified FY reconciliation between G/L to bank statements: noted no exceptions
<b>Attachments:</b>	1
<b>Workpaper Name:</b>	Sales
<b>Created By and Date:</b>	Partner1, 25/12/2025
<b>Workpaper No:</b>	E&M25-1/WP003
<b>Reviewed By and Date:</b>	EQReviewer1, 25/12/2025
<b>Type of Test:</b>	Substantive Testing
<b>Status:</b>	WIP
<b>Exceeded Materiality:</b>	No
<b>Auditor Hours Spent:</b>	4
<b>Notes/Steps:</b>	<p>Noted: A/R decreased by 28% while sales only decreased by 9%, as well as Delinquent A/R of 2%, indicating that the client had better collections throughout the fiscal year</p> <p>Tested: After confirming balances from client's customers, we tested samples of collections</p> <p>Note: Deposits are entered directly from bank to A/R: Needs to be reclassified</p>
<b>Deviations/Exceptions Noted:</b>	<p>Deviation #1 - We have currently spotted \$154456.51 from three customers that we are requesting the client to reclassify as liability</p> <p>Deviation #2 - We received 6 confirmations from customers, Two customers provided large discrepancies and will require us to inquire further with the client.</p> <p>Deviation #3 - Need to inquire DM related to 7/28/2023 as to whether the client received the payment on this invoice.</p>
<b>Critical Audit Matter(CAM):</b>	Not existing for this workpaper
<b>Conclusion:</b>	To conclude this workpaper, the following needs to be completed: 1) verify if the "collectible" amounts in the allowance for bad debt has been received by the customer 2) Verify the large variances noted by the client's customers on the balance confirmation 3) Inquire DM on 7/28/2023
<b>Attachments:</b>	1
<b>Workpaper Name:</b>	Fixed Assets
<b>Created By and Date:</b>	Partner1, 25/12/2025
<b>Workpaper No:</b>	E&M25-1/WP002

<b>Reviewed By and Date:</b>	EQReviewer1, 25/12/2025
<b>Type of Test:</b>	Examination
<b>Status:</b>	WIP
<b>Exceeded Materiality:</b>	NA
<b>Auditor Hours Spent:</b>	3
<b>Notes/Steps:</b>	<p>1. We verified the opening and ending balances with the trial balance and the Client Provided reports (Fixed asset listing and depreciation reports)</p> <p>2. We selected 52% of new fixed asset additions to be verified. We verified the purchase acquisition request and appropriate approvals, the proper category of the equipment, verified the over/under amounts compared to that requested</p> <p>3. We verified the dispositions were properly accounted for in the G/L with the gain/loss going to other income section of the P&amp;L</p> <p>4. We matched the depreciation expenses for the year was properly coded in the trial balance and in line with the Prior Year</p>
<b>Deviations/Exceptions Noted:</b>	We noted 1 deviation related to purchase acquisition request amount exceeded its authorized limit. 2. No other deviations / exceptions were noted.
<b>Critical Audit Matter(CAM):</b>	None
<b>Conclusion:</b>	We conclude that fixed assets and related accumulated depreciation are materially accurate and no adjustments are proposed at this time.
<b>Attachments:</b>	1
<b>Workpaper Name:</b>	Cash and Bank
<b>Created By and Date:</b>	Partner1, 25/12/2025
<b>Workpaper No:</b>	E&M25-1/WP001
<b>Reviewed By and Date:</b>	EQReviewer1, 25/12/2025
<b>Type of Test:</b>	Inquiry, Inspection, Observation
<b>Status:</b>	WIP
<b>Exceeded Materiality:</b>	NA
<b>Auditor Hours Spent:</b>	2
<b>Notes/Steps:</b>	<p>a) Obtained the Bank statements of the company on a random basis and specially for the ones of year end.</p> <p>b) Gained an understanding on how bank payments are made by the organization.</p> <p>c) Obtained bank reconciliations for the months of January, 2024 and March, 2025.</p> <p>d) Obtained Fixed deposit certificate and Interest on FD working at year end.</p>
<b>Deviations/Exceptions Noted:</b>	On the basis of audit procedure, we reach to a conclusion that nothing adverse was observed for auditors to write any significant observation.
<b>Critical Audit Matter(CAM):</b>	While checking the long pending reconciliation item along with the subsequent clearance status, observed some issues.
<b>Conclusion:</b>	While checking the long pending reconciliation item along with the subsequent clearance status, observed some issues.
<b>Attachments:</b>	3